



BOXBOROUGH COMMUNITY PRESERVATION COMMITTEE

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Community Preservation Committee (CP Com) MINUTES

December 9, 2015 / 7:30PM / Sargent Memorial Library / 427 Mass Ave / Boxborough, MA 01719

MEMBERS PRESENT:

Hugh Fortmiller, At-large

Mitzi Garcia-Weil, Recreation Commission

Rita Gibes Grossman, Clerk, At-large

Owen Neville, Chair, Planning Board

John Neyland, Agricultural Com

Dennis Reip, Conservation Com

Alan Rohwer, Historical Com

John Rosamond, Finance Com

Ron Vogel, Housing Board

MEMBERS ABSENT: None

OTHERS (ex officio):

Susan Bak, Board of Selectmen

Adam Duchesneau, Town Planner

Selina Shaw, Town Administrator

HANDOUTS: CPA (Community Preservation Act) project applications and supporting documentation; 2015 CPCom Application Comments; CPA Account-Available Funding Breakdown

7:30pm Meeting called to order by chair Owen Neville.

MINUTES: Mitzi Weil moved and Alan Rohwer seconded to approve the minutes of Dec. 3rd. After two minor edits, **VOTE** unanimous to approve.

AGENDA

1. **Community Preservation Plan:** Adam Duchesneau presented the current draft of the CP Plan highlighting the comments from the CP Coalition, and, edits by Adam D. and Rita Grossman based on input from the CP Com. Dennis Reip moved, Hugh Fortmiller seconded to approve the current version dated Dec. 4th but to be dated Dec. 9th after this meeting. Owen N. requested that the plan be labelled with the year 2015 to accurately reflect that this plan was developed and implemented in 2015. **VOTE** unanimous to approve.

2. **CPA PROJECT PROPOSALS (funds requested):**

Adam alerted committee that an additional comment was received from the Recreation Commission (Rec Com) on the Nature Playspace application and it was distributed with this evening's hand-outs.

- a. **Preservation of Town Records: Phase II (\$11,000):** Dennis R. moved that the CPCom recommend this proposal for funding as written to ATM 2016. Owen N. seconded. Owen opened for discussion. Hearing none, **VOTE** unanimous to recommend.
- b. **Regional Housing Services: (\$5,465)**
 - i. Ron Vogel spoke in favor of this proposal and so moved; Rita G. seconded. Discussion: Hugh F. asked whether this would be a recurring expense and Rita G. questioned whether this should be an annual transfer to the Housing Trust Fund as restricted to CPA eligible expenditure. Owen N. said it should not and Dennis R. suggested that this be a recurring cost, but, that it comes before ATM every year.
 - ii. Note: Wording for recommendations for warrant articles will be assigned to a CP Com member(s) and Owen N. said the Town accountant has recommended a different structure for CPA article(s) for ATM.

- iii. John Rosamond had a technical question about CPA expenditures and FY assignment, specifically for expenditures occurring before July 1st.
 - iv. Tabled until January 7th meeting to get additional information.
- c. **Boxborough Rental Voucher Program (RVP) (\$26,280):**
- i. Dennis R. moved and Ron V. seconded that this program be recommended. Mitzi W. noted a typo on the application for effective date. Should be July 2016, not 2015. Hugh shared Dennis's supportive comments on this creative program however cautioned that the public not be misled given the limited number of families to be assisted at this time. Hugh F. believes that the program will have more demand than anticipated. Mitzi W. pointed out that the goal is that families will graduate from the program. Dennis R. and John R noted that the proposers will need to clarify this at ATM.
 - ii. John R. questioned why the budget seems disproportionately being spent on administration and only \$18K is going to families in need. Nature of administrative elements and their associated costs discussed. Hugh questioned whether some of the money was going to the counseling element and clarified that counselling is provided by Community Services Coordinator at no cost to the RVP. Rita asked whether some of the administrative costs were associated with the cost of doing business with public funds, and, if some of the costs were associated with regulatory duties. Adam confirmed.
 - iii. Owen N. questioned why the cost of setting up program is the same in the 3rd year as the first. John R. also noted the dates need to be corrected beginning with 2016, not 2015. Adam D. noted that the \$1500 built in the first year were for inspections, but, this could be done by the Town's building inspector if not too many units. Decided to table this to January 7th meeting to allow time to get answers to questions raised:
 - iv. Can administrative costs for building inspection be reduced? How was this estimate determined and will it be this recurring?
 - v. Why are the administrative costs approximately a quarter of the amount being administered?
 - vi. General consensus in support of proposal, but, tabled until January 7th.
- d. **Basketball and Tennis Courts at Liberty Field (\$12K requested for a \$110K project).**
- i. Mitzi W. said that the Rec Com believes based on a preliminary opinion from a landscape architect that perhaps those services would not be required and a construction drawing could suffice. Mitzi W. asked that this be tabled until January 7th when more information is available about the level of funding required.
 - ii. Hugh F. questioned whether night lighting will be included. Mitzi W. said no, that this would be inconsistent with town practice as current use of athletic fields is dawn to dusk.
 - iii. Proposal tabled until January 7th meeting.
- e. **Nature Playspace at Blanchard School (\$69,228):**
- i. Owen N. asked Adam D. whether the CP Com's question about whether this project could be done incrementally and answer's pending.
 - ii. Mitzi said that the Rec Com's not in favor of this at this point in time as it has questions about accessibility to the public; she also noted that there's a perception from the public based on members of the public that attended the last Rec Com meeting that this is an "in-vogue" project vs. a necessary expense considering the cost.
 - iii. Dennis R. and Rita G. also questioned the amount of money being requested.
 - iv. Owen N. said that he had concerns that the proposal had not been vetted by the Cons Com.
 - v. Alan R. and Rita G. questioned whether the abutting municipal land, which is in a natural state and links the Blanchard School to the Sargent Memorial Library, could be accessed by the children if the goal of this play space is access to nature.
 - vi. Hugh F. said given the investment, is this play space being driven by an academic program, or is it an idea waiting for a program?

- vii. Rita G. spoke in strong support of the element of handicap accessibility mentioned in the proposal. Mitzi W. said that perhaps this location will provide a better environment for some children.
- viii. Questions about supervision requirements for this play space posed.
- ix. Mitzi W. indicated that the Rec Com had prioritized the sport courts and skate park at this time.
- x. John N. suggested that this not be recommended until next year after the other spaces are completed in Acton and more experience is obtained from the ones at Gates and Douglass schools.
- xi. Discussion about the CPCs gatekeeper role and whether this meets criteria, and, the amount of money being requested vs. what's being proposed.
- xii. Rita suggested that this be considered as alternative playground equipment, and, compare costs to conventional swings, slides, etc. Dennis R. also noted that the playground equipment at Flerra was in need of repair or replacement, and, that that playground abutted natural, accessible space.
- xiii. The answer was yes to Hugh F. question about whether CP Com could not recommend a proposal that meets CPA criteria.
- xiv. Adam will refer questions about the usage of existing Nature playspaces in Acton and whether this is part of an educational program.
- xv. Rita G. suggested that the CP Com could recommend less money as she was in support of some money coming from private funders and family donations.
- xvi. Tabled until January 7th meeting.

f. **TJ O'Grady Skate Park (\$40,000):**

- i. Dennis R. moved that the CPCom approve this proposed. Mitzi W. seconded.
- ii. Discussion: John N. was concerned about the parking and believes there is drug activity even though the police log suggests otherwise.
- iii. Rita G. spoke in favor citing that this is no different than a football field or tennis courts.
- iv. Owen N. and Ron V. also in favor.
- v. Hugh said it would be more favorable if more attractive to families. Mitzi clarified that there will be abutting grassy area for younger children. Hugh F. satisfied and in support.
- vi. **VOTE** unanimous to recommend.

g. **Grange Hall renovation (\$106,775):**

- i. Rita G. spoke in favor, however, had some concern about the decorative element around the door. Mitzi W. spoke in favor as did Dennis R., although both had concerns about the design.
- ii. Hugh F. questioned the location of the screen and whether that met code. And, John N. questioned why the AV was so specified but not the design elements and other details.
- iii. In response to a question from Hugh F. about the elevator, Selina Shaw indicated that the elevator lift is being replaced early in 2016.
- iv. Selina S. clarified that the Town Hall building is historic and that the stage being removed would not disqualify the CPA expense as per Town Counsel. Dennis also made the distinction between preservation and rehabilitation and both are allowed, each with a different standard.
- v. Selina S. also clarified funding sources.
- vi. Dennis R. moved, John R. seconded to recommend the proposal. **VOTE: 8Y, 1N**

- 3. Dennis asked if an unanticipated project were to be submitted as a complete proposal on Jan. 7th, could it be considered and Selina S. said yes.

Rita G. moved and Ron V. seconded to adjourn. Owen N. did so at 9:11PM

Respectfully submitted,
Rita Gibes Grossman, Clerk